



CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Mayor and Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: April 8, 2011

National League of Cities' Prescription Discount Program:

The City is not currently a member of the National League of Cities (NLC). The estimated annual membership fee is \$5,692. The NLC is offering a Prescription Discount Card Program to our residents that provides an average savings of 20% off the retail price of prescription medication at no cost to the City. The City would need to be a member of the NLC in order to offer this program to our residents and our employees. Attached is additional information about this program from our HR Director; as well as information regarding the benefits of being a member of the National League of Cities. Please advise if you are interested in learning more about this program and/or the City becoming a member of the NLC.

Ongoing/Upcoming Events:

- **Volunteer Appreciation Brunch** – Saturday, April 9th, 10:30 – 12:00 Noon; Commission Chambers
- **Concert at the Amphitheatre & Antique Car Show** - Saturday, April 9th, 7:00 – 9:00 p.m.; Deltona Amphitheatre; Performing: AP60
- **City Commission Workshop Meeting** – Tuesday, April 12th, 4:30 p.m., 2nd flr. Conference Room, Topics: Proposed sign ordinance changes; Economic/FY 11/12 Budget Strategy Workshop.
- **Easter Eggstravaganza** – Saturday, April 16th, 10:00 – Noon; Dewey Boster Sports Complex
- **Regular Commission Meeting** – Monday, April 18th, 6:30 P.M., Commission Chambers
- **Farmer's Market** – Every Saturday, 1649 Providence Blvd., 9:00 a.m. – 2:00 p.m.
- **Flu Shots** – Available at Fire Station 61, Monday thru Friday, 9:00 a.m. – 4:00 p.m., and Saturdays from 9:00 a.m. – Noon. Cost is \$25/person. Cash, check, Visa and MasterCard are accepted; the only insurance accepted is Medicare part B.


Faith G. Miller
City Manager

CITY MANAGER'S OFFICE

2345 Providence Boulevard, Deltona, Florida 32725

(386) 878-8100 Fax (386) 878-8851

Webpage: www.Deltonafl.gov



Human Resources Department

Memo

To: Faith Miller, City Manager

From: Tom Acquaro, Human Resources Director

Date: April 7, 2011

Re: National League of Cities Prescription Discount Program

Per your request I have looked into the National League of Cities (NLC) Prescription Discount Program (PDP). In order to participate in the PDP the City is required to be a member of the NLC. The annual cost to be member is **\$5,692** (which is based on a 15% new member discount which is what is listed on their website).

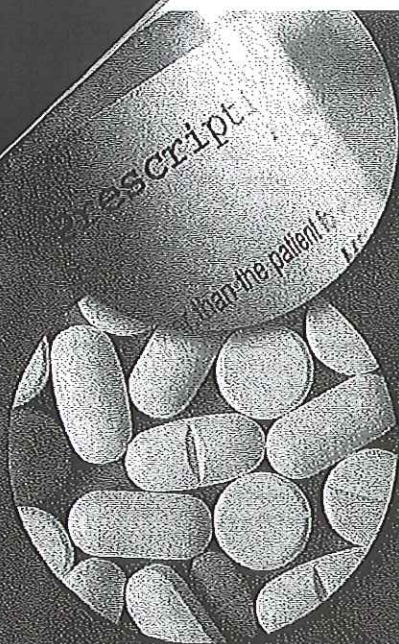
There are several programs available to NLC members one of which is the PDP. As a member of the NLC, the City of Deltona can offer residents, and employees, a **free** prescription discount card that provides **average savings of 20%** off the retail price of prescription medication. Residents without health insurance or without a traditional pharmacy benefit plan, or have prescriptions not covered by their insurance have a solution to obtain medications at a discount.

The program is **no cost** to the City (other than the annual NLC membership fee.) The program promotion flyer indicates that we may save those residents more on the cost of prescriptions over the course of one year than the city's dues to NLC.

The City would be provided with marketing materials and tools to promote and launch the program. City residents will be able to print an ID card and use program tools via a program web site. Printed ID cards and display materials customized with the City's name and logo will be provided to give residents easy access to the program. Program materials will be made available in both English and Spanish.

C: D. Denny, Dpty City Mgr

Join the NLC Prescription Discount Card Program



*It's all about
meeting the
needs of
residents!*

**SAVE your
residents an
average of
20% off the
retail price of
prescription
medication
at no cost
to the city.**

**Over One Million Dollars in savings
to residents during the first year of
the program.**

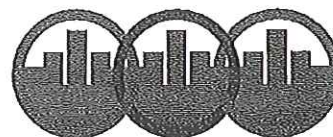
As a member of National League of Cities (NLC) you can offer your residents a **FREE** prescription discount card that provides average savings of 20% off the retail price of prescription medication. Now residents who are without health insurance or a traditional pharmacy benefit plan, or have prescriptions not covered by insurance have a solution to obtain medications at a discount.

There is **no cost to your city** to provide this program to city residents and it is very likely that you may save those residents more on the cost of prescriptions over the course of one year than the city's dues to NLC.

The city will be provided with approved marketing materials and tools to promote and launch the program. City residents can easily print an ID card and use program tools via a program web site. Printed ID cards and display materials (customized with the city name and logo) will be provided to give the city residents easy access to the program. Program materials are available in English and Spanish.

**One benefit of membership in the
National League of Cities is that you
can save your residents money at
no cost to the city!**

**Sign up today!
Complete the
form inside.**



National League of Cities



NATIONAL LEAGUE OF CITIES

Strengthening & promoting cities as centers of opportunity, leadership, and governance

[About Cities](#) | [Advocating For Cities](#) | [Resources For Cities](#) | [Inside NLC](#) | [Conferences & Training](#) | [Newsroom](#) | [Topics](#)

Home: Inside NLC: Membership: [memberbenefits](#)

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[Member Cities](#)
[Enterprise Programs for Cities](#)
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[Prescription Discount Card Program](#)
[State Municipal Leagues](#)

SHARE GREAT IDEAS

Network with other officials who have similar interests at NLC meetings and online to get information on what works and what doesn't through our:

- [Annual Congress of Cities and Exposition](#)
- [Congressional City Conference](#)
- [CityFutures Panels](#)
- [Constituency Groups](#)
- [Council on Youth, Education, and Families](#)
- [International Council](#)
- [Leadership Training Council](#)
- [Member Networking Councils](#)
- [Policy and Advocacy Committees](#)
- [Issue-Specific Member Networks](#)
- [Directory of City Policy Officials](#)
- [Peer Networking Groups](#)

Join NLC

SOLVE YOUR CITY'S PROBLEMS

Access a wealth of information about issues that matter to your community through a variety of NLC resources such as:

- [Action Kits, Tool Kits, and Action Guides](#)
- [Conferences & Events](#)
- [Conference Workshops](#)
- [Mobile Workshops Highlighting City Programs](#)
- [Audioconferences](#)
- [Webcasts and Web Seminars](#)
- [City Practices Briefs](#)
- [Youth, Education & Families Institute](#)
- [Nation's Cities Weekly newspaper](#) (*Members receive news via email*)
- [NLC Internet TV Channel - NLCTV.org](#)
- [NLC Staff](#) | [NLC Corporate Partners](#) | [NLC Associate Members](#)
- [NLC Website](#)
- [NLC Surveys & Research Reports](#)
- [NLC Online Communities](#) (*Members Only*)
 - [Issue based](#)
 - [Information Sharing](#)
- [Municipal Reference Service / Programs & Services](#)
 - [Technical Assistance Projects](#)
 - [Prescription Drug Card Program](#) (*Members Only*)

PROTECT YOUR CITY'S RIGHTS AND RESOURCES

Stay informed about federal actions that affect your city and learn how to influence federal policy from our:

- [Congressional City Conference](#)
 - [Advocacy Training](#)
 - [City Lobby Day](#)
- [Biweekly Federal Relations Update](#) (*Members receive updates immediately via email*)
- [Legislative Action Center](#) (*Members receive up to the minute Action Alerts*)
- [National Municipal Policy](#) (*Members participate and have a voice with development of policy*)
- [NLC Legal Advisory Program & Legislative Strike Teams](#)

GET THE RECOGNITION YOU DESERVE

- [Awards for Municipal Excellence](#)

- Certificate of Achievement in Leadership Excellence
- City Showcase of Successful Programs
- National Black Caucus of Local Elected Officials' City Cultural Diversity Awards
- NLC Leadership Opportunities
- NLC Membership Milestone Awards
- Women in Municipal Government Leadership Award

CONNECT WITH THE BROADER MUNICIPAL COMMUNITY

- International Fellowship Programs
- State Municipal Leagues
- United Cities and Local Governments—a Global Network of Cities
- Various Commissions and Study Groups

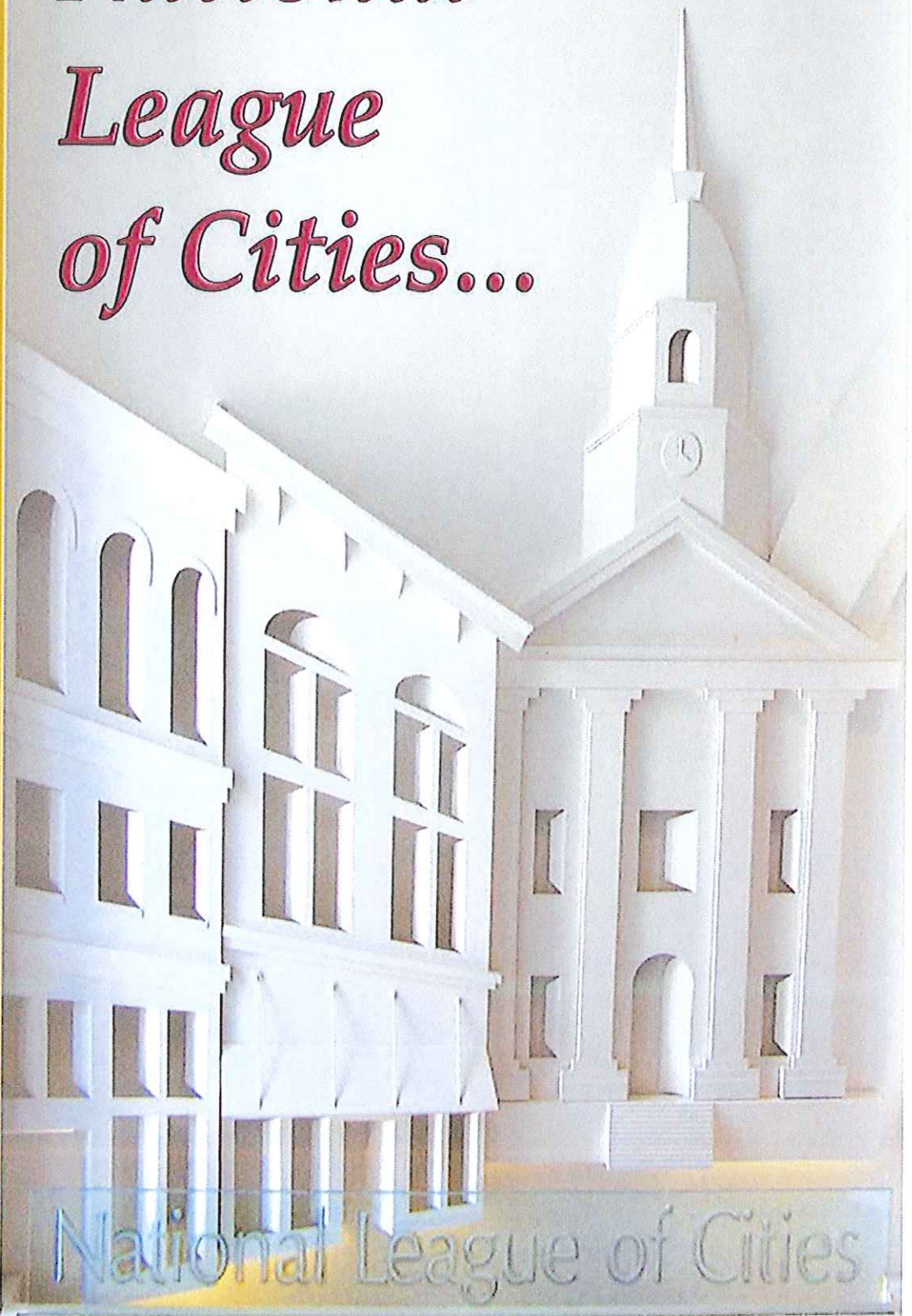
National League of Cities

1301 Pennsylvania Avenue NW Suite 550 • Washington, DC 20004
Phone:(202) 626-3000 • Fax:(202) 626-3043
info@nlc.org • www.nlc.org
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Join the National League of Cities...

*... An
Investment
in Your
City's Leaders
and
Your
City's Future*



National League of Cities



"Many of the great ideas that are benefiting our community today came from our involvement and interaction with NLC. Our membership is an investment for our community that is bringing great dividends." – Mayor, city in Idaho, pop. 24,700

How the National League of Cities Helps You and Your City

Membership in the National League of Cities (NLC) provides one of the best returns on investment by saving you and your city time and money. You'll make important contacts, learn about innovative programs, and obtain time-sensitive information about legislative, regulatory, and judicial developments in Washington, D.C. Join NLC to:

- share great ideas with local officials from around the country and even around the world
- obtain the information and tools you need to solve problems and face challenges
- sharpen your leadership skills to become a more effective leader
- work with other cities to safeguard your city's interests in Washington, D.C.
- get recognized for your accomplishments



"NLC is the idea clearinghouse for cities, towns and villages. It provides the 'how-to' as well as the 'who-to' contact information, which saves valuable time, energy, and resources."

– Council Member, city in Ohio, pop. 711,470



"All it takes is one big idea gained or one big mistake avoided and you have recovered much more than you've spent to join NLC."

– City Manager, city in Texas, pop. 80,537

About the National League of Cities

When your city joins NLC, you become part of a network of individuals who care about municipalities and their future who are:

- from cities, towns, townships, villages, and boroughs
- from the continental United States, Alaska, and Puerto Rico
- mayors, city council members, city clerks, city managers, department heads, and staff
- liberals, conservatives, and moderates
- from large cities, small cities and in between

NLC offers information and resources on many key issues such as:

- housing and community development
- afterschool programming
- childhood obesity
- citizen and youth engagement
- downtown revitalization
- economic development
- gang/youth violence
- high school reform
- municipal finance
- regional cooperation

Share Great Ideas

NLC gets you connected with other local officials who have similar interests. You can network at meetings and online to get information about what works and what doesn't. Or you can join a standing committee, a peer network, or a constituency group to become actively involved in exploring key issues in depth.

Solve Your City's Problems

NLC is your best source of information about issues that matter to cities. You can access a wide range of resources in print and online, attend special events and meetings, or participate in technical assistance programs. To find solutions to your city's problems, turn to our:

- tool kits and action guides
- examples of city programs that work
- website at www.nlc.org
- *Nation's Cities Weekly* newspaper
- expert staff
- audio conferences and webcasts
- membership directory
- National City Network at www.nationalcitynetwork.org...and more

Two events you won't want to miss are our annual conferences.

- **Congress of Cities and Exposition** – Enhance your leadership skills, learn about solutions to a range of local challenges, and connect with thousands of city officials from across the country.
- **Congressional City Conference** – Focus on how federal issues and actions will affect your city while learning about the federal-local partnership and meeting with your Congressional delegation.



"By working as partners with other elected officials, we get real-life examples of best practices that have been implemented in other communities facing the same issues as our own, so we don't have to 'reinvent the wheel' each time."

– Council Member, city in California, pop. 894,943

Sharpen Your Leadership Skills

We know you have limited time for training so we make it easy for you to attend NLC's leadership training seminars. Most are held prior to our annual conferences so you don't have to incur additional travel costs. We'll also recognize your completion of a course of study with a Certificate of Achievement. Examples of the critical skill-building training courses NLC offers are:

- Building Public-Private Partnerships
- Guarding the Public Checkbook
- Negotiation Skills and Strategies
- Working with the Media



*"Even if you never attend a meeting, you get a substantial amount of value from NLC membership just by reading *Nation's Cities Weekly* newspaper and accessing NLC's database of best practices."*

– Mayor, city in Vermont, pop. 17,292

Protect Your City's Rights and Resources

NLC keeps you informed about what's happening in Washington, D.C., and represents you when you can't be there. We also give you the tools you need to influence federal policies that impose mandates, restrict your authority, or reduce federal funding coming into your city. We provide you with:

- **NLC's Grassroots Action Center** – an online lobbying tool that makes it easy for you to send messages to your Congressional delegation
- **Legislative Action Alerts** – communications sent directly to you to let you know when you need to contact your members of Congress on critical issues



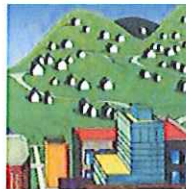
"Most cities can't afford to hire a lobbyist. We rely on NLC to represent city interests in Washington so we can hold on to the scarce dollars that we have and limit unfunded mandates."

– City Manager, city in Illinois, pop. 67,518

Get the Recognition You Deserve

NLC recognizes you and your community for your special achievements through our awards programs. We offer the:

- Awards for Municipal Excellence
- National Black Caucus of Local Elected Officers City Cultural Diversity Awards
- Women in Municipal Government Leadership Award
- NLC Membership Milestone Awards



"The positive press and recognition we've gained through our involvement in NLC not only makes our department look good, but also highlights the mayor and his accomplishments."

– Department Head, city in New York, pop. 95,658

Learn More about NLC and Join Now

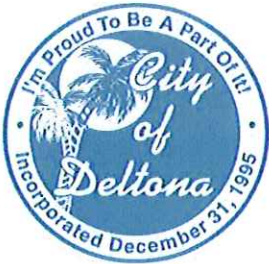
For more information about NLC programs, services, and participation opportunities, visit our website at www.nlc.org, e-mail us at membership@nlc.org, or call us at (202) 626-3000 and request an NLC membership application and a copy of *Getting Acquainted with the National League of Cities: A Pocket Guide for Members*.

To join NLC, complete the membership application and tell us how the city wants to pay. We accept VISA, MasterCard, and checks or we will bill you. Remember, your city must be a member of your state municipal league to join NLC.



"Why join NLC in addition to our state league? NLC membership broadens our views and our reach. In our global society, we must see beyond the boundaries of our own towns and cities."

– First Selectwoman, town in Connecticut, pop. 25,749



CITY OF DELTONA

CITY MANAGER'S OFFICE

To: Mayor and Commission
From: Faith G. Miller, City Manager
Subject: Weekly Courtesy Report
Date: April 8, 2011

CITY MANAGER'S OFFICE:

COMMUNICATION: 4/6/11

- Working with the Economic Development Office to promote a business forum for all Deltona businesses and a ground breaking ceremony for Epic Theaters.
- Broadcast the April 4 meeting of the Deltona City Commission.
- Met with representatives of Orlando City soccer who have been using the Dewey O. Boster Sports Complex to train.
- Working to re-configure the Commission dais in the Commission Chambers in preparation for broadcasting Commission workshops.
- Participated in the webinar, "Making the Case for Social Media: Connecting With Your Citizens."
- Worked to promote the Lake Cleanup, Deltona Spring Fest, the Concert and Cruise-in in the Amphitheater and the Friends of the Library E-mail Marketing Workshop.
- Working on Spanish translation of the City Newsletter.
- Posted Advancer PSAs for Eggstravaganza and Arbor Day.
- Producing PSAs for Relay for Life, Thornby Dedication, Wags N Whiskers, and Ability Fair.
- Created Program Schedule for DeltonaTV for week of April 10th.
- Downloaded programming for DeltonaTV for week of April 10th.

Media Relations ~

- Provided information to Blaine Tolison with *WFTV/Ch. 9* regarding the City Attorney residency and Sign Ordinance Workshop.
- Provided information to Al Everson with the *DeLand Beacon* regarding the City Attorney's residency.
- Provided information to Mark Harper with the *News Journal* regarding emails between the City Manager and Commission.
- Provided information to Mark Harper with the *News Journal* re: Exempt information and the Commission.
- Provided information to Kathleen Rasche with the *News Journal* regarding Spring Fest and City in kind services.
- Provided information to Mark Harper with the *News Journal* regarding online email accessibility.

Press Releases ~

- Skate Competition
- Scholarship recipients

Business Development ~ 4/4/11 – 4/8/11

- Met with George Houston of Florida Department of Environmental Affairs about 'D.E.E.R.z' project for City of Deltona.

- Met with P&D staff regarding Mixed Use vs. Commercial for DuPont Lakes Commercial Pod.
- Attended Epic Theatre Pre-Construction meeting regarding Construction Permit (# 10-01162) that was issued on 04/06/2011.
- Attended meeting with Orlando City Soccer Club representatives. Very interesting; a tremendous potential to help the economic development and name recognition for Deltona.
- Discussion with Central Florida Regional Hospital regarding development of a regional walk-in/urgent care clinic in Deltona. Preparing a solicitation package to send.
- Met with Ned Harper, Director, and Doris Bernal, Recruiter, for the SBDC (Small Business Development Center) in Daytona. We worked on improvements in solicitation materials and their capabilities in research for Deltona's use.
- Attended the Team Volusia Practitioner's Meeting in Daytona, with discussions on Business Expansion & Retention Survey procedures in use and proposed, Economic Development, and Practitioner's Initiatives.
- Met with John Kiser and Ron Ehrhardt of the Volusia County DOED (Department of Economic Development) regarding the City of Deltona's '5-Year Strategic Economic Development Plan' (circa 2007) and the upcoming revisions and updating that will be needed to make it current for 2011. I solicited the support of the DOED in assisting the Deltona Economic Development Advisory Board, who is responsible for that project.
- Had two meetings this week with Kerry Symolon, Director, Recruitment and Expansion, Team Volusia.
- Attended the 'QuintCityInc' meeting held at Deltona City Hall.
- Attended Shoppes of DuPont Lakes DRC. The project passed, it will be before the Commission in May.
- Attended team meetings for (1) Epic Theatre groundbreaking ceremony and (2) City of Deltona Business Forum. Multiple follow-ups for all team members.
- Attended the 'Economic Impact of Trails' webinar.

BUILDING & ZONING SERVICES: Week of 3/25/11 thru 4/01/11:

• Building Permits issued for the week :	75
• Valuation of work permitted for the week:	\$221,737.00
• Inspections completed for the week:	120
• Total Permits issued for Fiscal Year 10/11:	1,498
• Valuation of work permitted for the year 10/11:	\$13,928,694.00
• Solar Rebates Processed this week:	2
• Total Solar Rebates processed since 2/1/10:	82

Permits Issued 03/25/11 – 04/01/11:

AC Change Out	10
Building Res	1
Concrete Flat Work	4
Door Replacement	1
Driveway	3
Electrical	1
Fence	18

Fire Alarm	1
Glass Room 1 2 3	1
Interior Repair	3
Pool Enclosure	2
Reroof	8
Right Of Way	6
Screen Enclosure	1
Shed I	5
Solar Panel Install	4
Water Heater Replacement	1
Window Replacement	5
Total	75

CITY CLERK'S OFFICE: Week of 3/28/11 – 4/1/11

Department Staff:

- 2nd Floor HR/CC Walk-In Customers: 56
- 2nd Floor calls Answered: 48
- Packages Picked Up: 4
- Packages Received: 27
- A/P Invoices Opened: 96
- Newspapers: 16 (7 hours)
- Public Records Requests Received: 6
- Public Record Request Amount Rec'd: \$52.32
- Documents imaged, pages: 2,707
- Large scale drawings imaged, pages: 72

ENFORCEMENT SERVICES DEPARTMENT:

- Responded to 273 requests for services this week.
- Animals impounded at the humane societies: 35.
- Citation warnings issued: 15.
- Courtesy notices: 103.
- Abatement notices: 40.
- Citations issued: 3
- Code Enforcement telephone calls: 115.
- Solid Waste calls: 59.
- Citizen walk in requests for Code Enforcement assistance: 21.
- Citizen walk in requests for Solid Waste assistance: 3.
- Properties requiring grass to be cut by contractors: 11 at a cost of \$385.00.
- 64 certified mailings were sent out at a cost of \$354.56.
- Money collected for Animal tags, liens and return to owners: \$0.00.
- Foreclosures last week:

Deltona	7
Volusia County	41
Total	48

FINANCE DEPARTMENT:

- Working on Municipal Securities Disclosure policy.
- Working on presentation for Budget Strategy Workshop to be held on April 12th.
- Preparing information to State of Florida for the Local Annual Government Financial Report.
- Working on Fire Department inventory/fixed asset updates.
- Processing March credit cards.

Accounts Payable Section		
Check Run Date:	3/4/2011	
Checks Processed	308	\$682,608.75
Invoices Processed:		
Carol:	297	\$286,384.40
Julia/Jacque:	235	\$387,469.55
UB Refunds:	168	\$8,754.80
	700	\$682,608.75
Check Run Date:	3/18/2011	
Checks Processed	343	\$2,157,167.33
Invoices Processed:		
Carol:	298	\$1,059,669.83
Julia/Jacque:	145	\$1,082,144.86
UB Refunds:	191	\$15,352.64
	634	\$2,157,167.33
Payroll Section		
Check Run Date:	3/3/2011	
Total Employees	303	
Time Sheets Processed	606	
Checks Processed	26	
Direct Deposits Processed	288	
Total Payroll including benefits	\$685,452.82	
Miscellaneous:		
Flexible Spending Reimbursements	24	
Check Run Date:	3/17/2011	
Total Employees	310	
Time Sheets Processed	620	
Checks Processed	24	
Direct Deposits Processed	297	
Total Payroll including benefits	\$684,079.92	
Miscellaneous:		
Flexible Spending Reimbursements	23	

Check Run Date:	3/31/2011	
Total Employees	314	
Time Sheets Processed	628	
Checks Processed	27	
Direct Deposits Processed	298	
Total Payroll including benefits	\$694,194.33	
Miscellaneous:		
Flexible Spending Reimbursements	15	

FIRE DEPARTMENT: 4/6/11

Fire Chief:

- Attended a Technical/Operations meeting with VCSO on the consolidation of Deltona's 9-1-1 communications center.
- Met with our Labor Attorney, City and Deputy City Manager and HR Director on the Impasse Resolution Hearing details.
- Trained with the 4 new recruit firefighters at the VCFS Tiger Bay Training Center.
- Responded to a grievance filed by the Union on Light Duty assignments.

EMS:

- Completed the EMS upgrade for Fire House.
- Working on sending the last 2 months EMS reports to the State through the updated version (NEMSIS).
- Submitted monthly EMS report to the County EMS office.
- Had a unit participate in the splinting and bandaging class at Pine Ridge High School.
- Talked to food vendors (Texas Roadhouse and Star & Shield) about sponsoring meals for EMS week.
- Completed all ITLS (International Trauma Life Support) makeups, submitted rosters and received cards for printing. Submitted invoices for payment.
- Prepared EMS week T-shirt order and have received all employee sizes.
- Scheduled, collected fees and coordinated CPR class for this weekend.
- Had a couple volunteers participate in Deltona High School's First Responder Exam.
- Meeting scheduled to review firefighter physicals.

Safety & Training:

- Continue working with training the new hires which includes advancing hose lines up and down stairwells, advancing hose lines up ladders and into windows, victim rescue, and air preservation drills.
- Developing a policy to notify State of firefighter injuries.
- Coordinating with Bret Pollock about hosting Courage to be Safe Program for firefighters and surrounding agencies.

Information, Communications & Education:

- Completed FEMA course; Recovery from Disasters and Rapid Assessment Planning (two days).
- Proclamation for National Telecommunicators Week Submitted.

Fire Loss:

- Attended a pre-construction meeting for the Epic Theater.
- Responded to a structure fire and vehicle fire investigation on Hayward. AC unit caused the structure fire which spread to the vehicle in the driveway.
- Annual & DCF inspections.

HUMAN RESOURCES DEPARTMENT:

- Performance Evaluations processed: 4.
- Deltona JOBS Program Folders: 1st Floor lobby- (5) added, 2nd FL Lobby (5) added; (To date 4/6/11) total # of Deltona JOBS Program folders taken – (921).
- Applications received: (1) Water/Wastewater Operator/Trainee, (10) Utility Systems Tech.
- Put together interview questionnaires for Utility Customer Service Rep & Utility System Tech.
- Met with several department directors regarding personnel issues and coordination of personnel actions.
- FMLA requests: 1.
- Conducted 2nd round of Wellness check-ups for the Wellness Committee's Incentive Program with Central Florida Regional Hospital.
- Participated in 10 interviews for Utility Customer Service Representative at Water Department.
- Prepared for the April 8th Special Commission Legislative Hearing.
- Presented Supervisor Development Program training class #3.
- Met with Larry Lewis, VCSO AFIS Operations Manager regarding Level II Background Checks (fingerprinting) and ran several employees through the process, to include the City Manager, Deputy City Manager, HR Director and HR Manager, to ensure its viability; City is now registered with the FDLE/VECHS Program and will work with VCSO in doing the required checks.

PARKS AND RECREATION DEPARTMENT: Week ending 4/1/11

Administration:

- Farmers Market: 9 vendors, 177 cars.
- Met with Orlando Soccer to discuss using Dewey Boster sports fields as their pre-season training headquarters.
- Met with B&L Investments to discuss the City Hall painting project.
- Met with Gary Morris to finalize the Public Safety Center sign.
- Met with Southeastern Turf Supply to discuss turf management at Dewey Boster.
- Attended Risk Management Safety Class.

Facility Use Permits include:

- Deltona Community Center – 4 permit issued. Weekly attendance – 1,721.
- Harris M. Saxon Community Center – 1 permit issued. Weekly attendance – 491.
- Wes Crile Park – 5 permits issued. Weekly attendance – 1,517.
- Skate Park – 12 new passes. Weekly attendance – 803.

Special Events/Programs:

- Amphitheater: 2011 Concert Series begin on Saturday, April 9th.
- City Hall: Arbor Day – Friday, April 29th from 11:00am-1:00pm.

- Dewey Boster Sports Complex:
 - Little Linksters Spring session continues and runs thru May 7th.
 - The Orlando City Soccer Club continues training.
 - Deltona Spring Fest – April 9th and 10th
 - Eggstravaganza – Saturday, April 16th from 10:00am-2:00pm
- Harris M. Saxon Community Center:
 - Zumba dance classes continue.
 - Boys and Girls Club After-School program continue.
- Lake Butler Skate Park: Skate competition – Sunday, April 17th.
- Wes Crile Park: Youth Flag Football continues.

City Leagues Currently Underway:

- Seniors Softball league continues.
- Men's and Church leagues will begin next week.

Partner Leagues Currently Underway:

- West Volusia Youth Baseball spring season continues.
- Deltona Little League spring season continues.
- Deltona Youth Soccer travel and in-house spring season continues.
- FBVA spring season begins this weekend.

Parks Maintenance:

Mowed, edged and weed-eated the following: Harris Saxon, Manny Rodriguez Park, Sheriff's building, Thornby Park and Timber Ridge Park.

- Campbell Park – Tightened boards and rails on the boardwalk; trimmed all hanging vines on the walking trail.
- Dewey Boster Park – Picked up downed tree limbs and debris after storm.
- Dwight Hawkins Park – Picked up downed tree limbs and debris after storm.
- Festival Park – Mulched playground; rolled new sod.
- Harris Saxon – Trenched irrigation lines and installed piping; picked up downed tree limbs and debris after storm.
- Lake Gleason Park – Picked up downed tree limbs and debris after storm.
- Manny Rodriguez – Repaired lights and fence; picked up downed tree limbs and debris after storm.
- Skate Park – Picked up downed tree limbs and debris after storm.
- Thornby Park – Picked up downed tree limbs and debris after storm.
- Vann Park – Picked up downed tree limbs and debris after storm.
- Veterans Memorial Park – Picked up downed tree limbs and debris after storm.

Parks Maintenance – Miscellaneous: Weekly tasks include opening all the parks in the a.m., cleaning restrooms at parks, picking up and emptying trash at all parks and facilities; picking up trash around all pavilions; taking goods to storage; cleaning the depot trailer, barn and yard; cleaning pavilion areas (ceilings, tables, grilles, etc.); cleaning playgrounds and sidewalks, replacing paper towel and toilet paper dispensers.

- Took items to storage and brought Eggstravaganza supplies to Parks Dept.
- Picked up plastic tarp at Ace for the Sheriff's Department roof leak.

City Hall, Fire Station and Sheriff's Department Building Maintenance: Weekly tasks include cleaning the Fire Station; inspecting Sheriff's building; vacuuming; emptying trash from DSC classrooms; emptying trash for different departments; spraying and pulling weeds from various areas, trimming bushes and trees, watering sod and new shrub; walking the grounds and picking up trash; sweeping sidewalk; setting up commission chambers for various meetings and resetting afterwards, checking temperature throughout the building; vacuuming the chambers, replenishing restroom supplies throughout the entire building; cleaning restrooms; unclogging various toilets in restrooms on both floors; replacing light bulbs throughout the building, courtyard and walkway; cleaning front of building; replacing restroom fresheners and batteries; vacuuming Commission Chambers and hanging pictures (as requested) throughout City Hall.

- Installed blinds in Captain Brannon's office; added door stops throughout the building.

Sports Turf Maintenance:

- Normal routine maintenance at:
 - Dewey Boster Sports Complex.
 - Baseball and Pony League Fields.
 - Vann Park.
 - Dupont Lakes.
 - Wes Crile Park.
- Sports Complex:
 - Repainted soccer fields for Orlando City Soccer.
 - Tree and debris removal from the trail.
 - Repaired irrigation by playground restrooms.
 - Insect Control.

PLANNING & DEVELOPMENT SERVICES DEPARTMENT:

Executive Summary ~

The Planning and Development Services Department received a visit from HUD Technical Advisors and are greatly appreciative of their positive comments about our NSP efforts and team in place to complete the project. They compared prior notes from last year with their recommendations and were very complimentary of our progress in buying homes in the time allotted by HUD, rehabilitation of over 70% of the homes in short order, sale of two homes to-date, contract offers and scheduled closings for up to five additional homes, and the general synergy of the program; which they deem a success.

Planning ~

The Planning Section has achieved a tremendous milestone with the Deltona Village project by taking Epic Theaters from a project laden with over five years of delays prior to 2009, six ordinances precluding development in a soft real estate market, and lacking entitlements to build. Construction in the Activity Center marks the first such large-scale development along any of the quadrants at the interchange. Epic Theaters obtained their site permitting, pre-construction meeting, and building permit this week to begin construction of the movie theater.

The Final Site Plan for the Shops of DuPont Lakes was also reviewed and approved by the DRC this week and will be heard at the May 16th City Commission meeting. The measures put into place by the Department and approved by the City Commission to streamline the development review process are in

effect and have made a positive impact on the Shops project by eliminating the middle step of Planning and Zoning Board (P&Z) review. The proposed ±12,000 SF building is less than the 30,000 SF threshold that requires P&Z review.

Housing & Community Development ~

The Housing and Community Development Section is welcoming the Technical Advisors for HUD this week to review both the NSP 1 and NSP 3 programs. As mentioned, the City is in a good position to complete sale of the remaining 47 units (not including those to be constructed by Habitat) and is gaining momentum in interest for those homes. The key component is the down-payment assistance provided and the level of rehabilitation of the units. That combination is proving appealing to potential home buyers in the market for a quality home and a very affordable price.

Also, the City has not begun work in the NSP 3 program. The SHIP program is nearing conclusion with only the inspection of six homes to finalize and the completion of work on eight additional homes to close out funds. Finally, CDBG nationally is being scrutinized by Congress and proposed for major reduction of funding. As a result, HUD is being asked to increase monitoring of entitlement communities, of which we are one. Therefore, staff anticipates increased correspondence and monitoring of our program, until all of the funds are spent.

PUBLIC WORKS: 3/28/2011 to 4/1/2011

Traffic Operations ~ Weekly tasks include monitoring crews and downloading and evaluating traffic survey information.

- **Signs:**
 - Removed garage/yard sale signs throughout the City.
 - Completed 11 sign repair work tickets throughout the City.
 - Fabricated & installed (1) Center Turn Only turn sign at the following locations: Deltona Blvd & Pickford; Deltona Blvd & Dartmouth; Deltona Blvd & Winn Dixie; Deltona Blvd & Stafford Commons; 1159 Deltona Blvd; Deltona Blvd & Drake; Deltona Blvd & Hummingbird; Deltona Blvd & Balsam; Deltona Blvd & S Fairbairn; 1301 Deltona Blvd; 1191 Deltona Blvd.
 - Fabricated & installed (1) double curve warning sign at 1083 Deltona Blvd.
 - Fabricated & installed (1) right lane must turn right sign at Deltona Blvd & Whitewood; Deltona Blvd & Doyle.
 - Fabricated & installed (1) right and left turn only sign at Deltona Blvd & W Wellington.
- **Asphalt:** Repaired potholes with cold patch at Courtland between Haulover and Captain; Oxford & Normandy; Glen Meadow & Forest Edge.
- **Speed Trailers:**
 - Removed speed trailers at Haulover & Snow (east and west bound).
 - Installed speed trailer on Berkshire Woods & Wildpepper.
- **Misc:**
 - 860 Deltona Blvd – Delivered barricades and cones for water main break for Deltona Water.
 - Glenhaven & Courtland – cleaned glass out of road.
 - Courtland Blvd between Haulover & Captain – temporarily repaired pothole with recycled concrete.
 - Courtland Blvd – installed water over road signs near water treatment plant.

Field Operations ~ Weekly tasks include evaluating work orders called in by residents.

- **Beautification:**
 - Medians –
 - Howland Blvd – pruned ligustrum trees & edged bedding.
 - Providence Blvd – removed trees; mulch; prepped areas for sod installation.
- **Concrete:** Sidewalks – 1485 Daroca Dr – 10'x 4'; 1792 Philadelphia – 5'x 4'; 878 Crawford – 5'x 4'; 894 Crawford – 4'x 4'; 1767 Haverhill – 8'x 4'.
- **Clam Truck:**
 - Debris – 43.
 - Trimming – 15.
- **Slope Mowing:** 1110 Copper – 240'; Baton & Dressel – 480'; 1477 Lambert – 160'; 853 Goldcoast – 120'; 814 Goldcoast – 80'; 853 Goldcoast - - 80'; 1349 Dandelion – 280'; 1417 Lambert – 280'; 851 Moongate – 120'; Osteen Cemetery Rd – 2809'.
- **Misc:**
 - Leafy Way & Catalina – evaluated to see if Power Company repaired downed power line, so tree across road could be removed.
 - Wheeling evaluated status of pump to see if it needed to be taken off of emergency.
 - Piedmont – checked lake level to see if pump needed to be started.
 - City Wide – emptied all trash containers.
 - Delivered Deltona Water truck to Gary Yeoman Ford.

Fleet Maintenance Division ~

- **Vehicles:** PM – 2; Repairs – 4.
- **Equipment:** PM – 3; Repairs – 14.
- **Road Calls** – 3.
- **Parts Run/Vehicles Delivery:** 1.

Stormwater Division ~ Weekly tasks include check and monitor all electric pump stations; respond to all safety concerns; talk to residents about their concerns; check and record lake levels; manage current CDBG projects; implement NPDES Inspection program.

- **Construction Crew:**
 - 401 Fisher – put in 120' of 15" sock pipe and 2 basins; graded area for sod; cut down basins.
 - 2821 Conyers Ct – put in 60' of 15" sock pipe and 2 basins.
- **Drainage Area Maintenance (Aebi Mowing);**
 - 0.1 acres mowed.
 - Ditches mowed 1003 DeCarlo.
- **System Cleaning (Vac Truck):**
 - 285' of Stormwater systems cleaned.
 - 10.5 yards of debris removed.
 - Systems Jetted – 2030 Galahad; 401 Fisher; 1083 Swanson; 2732 Candler; 1390 Valhalla.
- **Right of Way Mowing Crew:**
 - 12 miles of right of way mowed.
 - Sectors mowed – 22, 23, 25 & 26.
 - Main Roads mowed – Tivoli; Catalina; Deltona Blvd; Cloverleaf; Anderson; Alexander; Providence from Elkcam to Howland; Eustace; Wolfpack run.
 - Alley's mowed – Alley 500.

- **Right of Way Litter Crew:**
 - 300.25 gallons of litter removed.
 - Main roads – Wolfpack run; Ft Smith; Alexander; Anderson; Cloverleaf; Elkcarn; Tivoli; Deltona Blvd.
- **Misc:**
 - Walkertown Av – put grate back on box.
 - 1962 Chapel Dr E – raised grate up one brick.
 - Parkton Av – fill depression in road.
 - 455 Kingway Dr – clean weeds out of ditch for proper water flow.
 - 150 Citation Av – unblock storm drain.
 - 2766 Weldon Cir – put lid back on structure.
 - City Wide – checked problem areas for flooding from storm; cleaned Hartwood; Silverdale; Noremac; Deepcreek boxes.
 - Falmouth – checked storm drain direction and integrity of pipe.
 - 1256 Bachman – formed collar around box.

UTILITIES: Customer Service

March / April 2011	28	29	30	31	1	2	3	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
DW – Lockbox	685	403	278	269	314	X	X	1949
Ebox	162	222	170	112	316	X	X	982
Call Center Calls	662	386	370	238	377	X	X	2033
Walk-ins/Drop Box	309	245	241	154	381	X	X	1330
On-line Payments	143	111	137	153	187	107	104	942

Customers Disconnected for Non-Pay

MARCH 2011	29	30	Total
	Tues	Wed	
Cycle	7	8	
Total on Disconnect List	97	86	183
Off in error/DW error			0
Off in error/Munis error			0
Misapplied Payment			0

Construction Log & Service Orders

March – April	28	29	30	31	1	2	3	Total
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Water Service								
Meter Sets								
Reclaim Meters								
Fire Hydrant Installs								
Replace Meter Box	2	1	2		19			24
Locates Received	19	14	10	9	11			63
Locates Completed	4	23	12	10	17			66
Main Leaks	2				1			3
Service Leaks	2				1		1	4
Sewer Repairs			1					1
Sewer Blockage					1			1
KV2 Valve Replacements	2				1			3
Service Replacements	1				1			2
Meter Change Outs	3	7	3	4	4			21
Service Orders	53	100	111	77	142			483
Disconnects								
Drainfield Leaks								
Meter Retirements	1							1